

Instructions for Form C-102A  
**CERTIFICATE OF AMENDMENT BY THE SHAREHOLDERS  
PROFIT CORPORATIONS  
(Title 14A)**

STATUTORY FEE: **\$75**

The MANDATORY fields are:

***Field # 1 -- Business Name***

List the name as it appears on the records of the Treasurer.

***Field # 2 -- Amendment***

Note the date the article was approved and adopted, and list the article from the original certificate of incorporation that is being amended along with the text of the amendment, including a name change if applicable. If you are changing the corporate name, then name availability provisions apply. \*\*

\*\*The name must be distinguishable from other names on the State's database. Division of Revenue will check the proposed name for availability as part of the filing review process. If desired, you can reserve/register a name prior to submitting your filing by obtaining a reservation/registration. For information on name availability, or reservation/registration services and fees, visit the Division's WEB site at <http://www.state.nj.us/treasury/revenue/certcomm.htm> or call (609) 292-9292 Monday-Friday, 8:30 a.m. - 4:30 p.m.

***Field #'s 3 & 4-- Voting***

Indicate the number of shares outstanding and the number of shares entitled to vote on the amendment. List any class or series of shares entitled to vote (designation and number, and votes for/against).

***EXECUTION (DATE/SIGNATURE)***

Have the chairman, president or vice-president sign. Also, list the date of execution (signature).

\* \* \* \* \*

These documents should be filed in duplicate.

Make checks payable to: TREASURER, STATE OF NEW JERSEY. (No cash, please)

Mail to: NJ Division of Revenue, PO Box 308, Trenton, NJ 08625